



September 17, 2020 –1:00-3:00p-- Board of Directors Meeting

Zoom Meeting | Join from PC, Mac, iOS or Android: <https://kirkwood.zoom.us/j/97729773961>
Or join by phone: +1 312 626 6799 or +1 646 876 9923 (US Toll) | **Meeting ID:** 978 0674 5569

Call To Order – Mark Sachen, President - 1:07p

Welcome/Roll Call/Proxies/Determination of Quorum/Conflict of Interest— Lisa Arndt, Office Manager, Roll Call, Quorum met. See end of minutes for attendance.

Approval of Agenda – Mark Sachen, President - Motion to Approve Brian Rechkemmer, Dawn Brus 2nd Motion. All Aye. Motion Carries.

Lobbyist Report—Eric Goranson

Traveling to meet with candidates from both parties, pushing Essential Services Bill with Senators. Emphasized the need for personnel. Working on ways to increase funding, find ways to recruit people to join our ranks. Unusual amount of calls from legislators to ask questions about how to help EMS. EMS Task Force the Governors Office hasn't announced the seats yet – but they are behind and haven't had a chance to announce. Taking this seriously, just have not acted yet. Chief Curtiss – they need people outside providers to apply. Eric is working on that with some people that can provide a unison voice with us on this Task Force. Question for Eric from Katy Hill – what is the plan for EMS Day on the Hill? We have to wait until we get closer to see how things will be run at the

Bureau of Emergency & Trauma Services Report – IDPH Rebecca Curtiss, Bureau Chief BETS

- Chapter 132 Rules – Working on this since 2011, and lots of work since with IEMSA, Partner agencies, EMS Providers and lots of partners across the state. It has been adopted/passed. Lots of line-by-line through these rules from everyone. It's a huge win for the base of our ems system across Iowa. As of today, all documents are posted to the website – for all reference documents. <https://idph.iowa.gov/BETS/EMS/rules> There will be tools to cross and compare and help everyone through these changes. Including videos, etc.
- Background checks – all new certification for EMS Providers will be required to run a background check -- which includes leveling up providers. Leveling down does not require a background check.
- There was 1.5 Million Dollars from Criminal Activity and BETS was allocated some of this fund– finally got access to those funds and it was a shocking \$5.08 – we were expecting 80,000. So, we won't be revising contracts yet–given the money isn't there. Trying to figure out where that money can be.
- COVID – 100% of PPE that is coming through Feds and Homeland Security – is being housed by the State and managed by Steve Mercer.
- Trauma Program – Margot McComas, took over Diane Williams position, EMS Training Coordinator position is available and will be posted.
- Remainder of Staff working on COVID and related COVID task.

Approval of Minutes --July 16, 2020 Board of Directors Meeting Minutes -- Motion to Approve Andy Ney, Spencer Armstrong 2nd Motion. All Aye. Motion Carries

Treasurer's Report – Andy Ney -- - Motion to Approve Linda Frederiksen, Brian Rechkemmer 2nd Motion. All Aye. Motion Carries

July 2020 Financials

Profit & Loss Financial Statement – Attached

- **Income Notes** –
 - Total membership – \$4,860.00
 - Conference Income - \$7,235.00
 - Other Income – \$2,080.64
- **Expenses Notes** –
 - Administrative – \$6,263.55
 - Annual Conference – \$0.00
- **Profit/Loss Notes** –
 - Although COVID19 has drastically changed the landscape of organizations and associations, we are fortunately in a financially strong position, special thanks to our multiple years of cost-conscious board members. We are looking at a \$40,293.47 loss so far this year.
 - We will have some decisions to make on the remaining amount owed based on the cancellation policy with the Iowa Events Center (\$24,750) as we can use it as a credit to schedule an additional event (think EMS Day on the Hill) prior to June 30th, 2021 or we write the remaining balance in a check to the Events Center as that is what our representative trimmed it down to.

Balance Sheet – Attached

- Current Assets – Interest accrued in MM \$14.89
 - Checking Account –
 - 20 credits - \$5,065.75
 - 0 deposit -
 - 11 withdrawals - \$7,836.33
 - 1 check - \$185.00
 - A/R \$26,139.50
- Liabilities – Accounts Payable \$291.58

Ending Balances as of July 31, 2020, – (Bank of The West Monthly Statement)

- Checking Account: \$19,252.09
- Money Market: \$439,575.48

August 2020 Financials

Beginning Balances as of August 1, 2020, – (Bank of The West Monthly Statement)

- Checking Account: \$19,252.09
- Money Market: \$439,575.48

Notes:

Profit & Loss Financial Statement – Attached

- **Income Notes** –
 - Total membership – \$7,920.00
 - Conference Income - \$0.00
 - Other Income – \$8,514.89 (Billing Conference Revenue + MM)
- **Expenses Notes** –
 - Administrative – \$18,826.23
 - \$16,000.00 – Billing Conference Expense
 - \$1,058.75 – Newsletter/Web
 - Annual Conference – \$0.00
- **Profit/Loss Notes** –
 - It does not sound like BETS will help us with Force Majeure concept of the contract and “officially” shut down our conference. We will have some decisions to make on the remaining amount owed based on the cancellation policy with the Iowa Events Center (\$24,750) as we can use it as a credit to schedule an additional event (think EMS Day on the Hill) prior to June 30th, 2021 or we write the remaining balance in a check to the Events Center as that is what our representative trimmed it down to.
 - Looking at a net loss of **\$(46,231.59)** as of this timestamp **2020** versus the net profit of **\$16,861.95** during this timestamp in **2019**. This is without the cancellation fee as our strategic plan has not occurred yet. This translate to our financial position on the balance sheet of displaying roughly a \$50,000 less in net worth compared to last year.

Balance Sheet – Attached

- Current Assets – Interest accrued in MM \$14.89
 - Checking Account –
 - 13 credits - \$12,765.00
 - 0 deposit - \$0.00
 - 15 withdrawals - \$9,411.75
 - 3 check - \$16,185.00
 - A/R \$14,874.50
- Liabilities – Accounts Payable \$0.00

Ending Balances as of August 31, 2020, – (Bank of The West Monthly Statement)

- Checking Account: \$6,420.34
- Money Market: \$439,590.37

Budget status without conference income and expenses and other event cancellations. After running those numbers if we can maintain our membership numbers, and about half our members attend the WEMSA Conference with that income sharing, we could come out without an income loss.

Office Administration – L. Arndt

Board Meeting (October)	October 15th, 2020	1:00 – 3:00 p.m.	Zoom Meeting
Board Meeting (November) -- No Meeting			
30th Annual IEMSA Conf & Trade Show - DSM	CANCELLED	CANCELLED	Referred Members to WEMSA Virtual Conference – at a negotiated IEMSA Discounted Rate

Committee Reports –

Executive Report– Mark Sachen, President

- Event Center Contract – concerns with the stipulation we can use that money before June 30, 2020. We really would need an extension. And it's highly unlikely we'll actually be allowed to make an event happen. E-Board will discuss next steps at a post-board meeting zoom meeting.

Billing and Management Conference- L. Frederiksen -- Interesting year since we had a Derecho go through. Plans for next year underway. We might have to do it virtually next year. No cancellation fees for this year with the hotel—they know we'll be back again.

August 10 & 11, 2020—Our First Virtual Event -- Live from PWW Office in Pennsylvania

Description	Attendees	Cost \$	TOTAL
Income : 99 Unique Attendees			
(CADS) Day 1 --ONLY	22	\$ 250.00	\$ 5,500.00
(NACC) DAY 1 Billing Only	14	\$ 200.00	\$ 2,800.00
(NACC) Day 2 Billing ONLY	1	\$ 75.00	\$ 75.00
(NAAC) 2-Day Registration	58	\$ 275.00	\$ 15,900.00
GEMT - Non-Billers Workshop	40	FREE	\$ -
Vendor Tables	3	\$ 500.00	\$ -
Documentation -- PCC Sponsorship	1	\$ 3,000.00	\$ 2,500.00
TOTAL Estimated INCOME			\$ 26,775.00
			Budgeted Income \$33,000
Speaker Expenses:			
Billing Conference Speaker - PWW		\$ 9,000.00	
CADS Speaker Fee		\$ 7,000.00	
TOTAL Speaker Expenses			\$ 16,000.00
			Budgeted Expenses \$28,000
P&L +/-			\$ 10,775.00

NONE Refunded and moved to 2021
Reduced by the \$500 booth that was not made

	Billing Conference 9-year History (2012-2020)										Budget 2020
	Jan - Dec 12	Jan - Dec 13	Jan - Dec 14	Jan - Dec 15	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19	Jan-Dec 20 (COVID)	Virtual Conference	
	Siouxland	DSM Marriott	Bettendorf-Casino	Council Bluffs Casino	DSM Embassy	DSM Marriott	Des Moines Hilton	WDM HiltonGI		WDM HiltonGI	
	WEST	CENTRAL	EAST	WEST	CENTRAL	CENTRAL	CENTRAL	CENTRAL	ONLINE	CENTRAL	
Billing Conf Attendee Income	6,000.00	8,350.00	11,450.00	15,650.00	14,600.00	17,000.00	29,075.00	22,620.00	24,275.00	28,600.00	
Sponsor/Vendor Table Income (Life Quest or PCC as of 2017)	4000	3000	3000	4000	4000	4000	4600	4400	2500	4400	
Hospitality Sponsor Income (PCC)			250	1000	1000	800	0	0		0	
CIEMSD Shared Expense					343.02						
Billing Income	10,000.00	11,350.00	14,700.00	20,650.00	19,943.02	21,800.00	33,675.00	27,020.00	26,775.00	33,000.00	
Billing Expenses	6,867.57	6,664.75	10,144.56	12,619.11	12,410.73	10,781.81	27,307.03	23,823.00	16,000.00	28,000.00	
Profit/Loss +/-	3,132.43	4,685.25	4,555.44	8,030.89	7,532.29	11,018.19	6,367.97	3,197.00	10,775.00	5,000.00	
# of Attendees	40	53	76	78	78	84	96 Unique Attendees: 65 (Billing) 84 (CADS)	105	99 Unique Attendees: 73 (Billing) \$200/\$275/pp 22 (CADS)\$250/pp 4 (GEMT Only) FREE		
Registration Fee Per Attendee	\$ 150.00	\$150/\$200	\$150/\$200	\$ 200.00	\$ 200.00	\$ 200.00	\$200/\$375	\$200/\$275	\$200/\$275	\$200/\$275	
cost per attendee	\$ 171.69	\$ 125.75	\$ 133.48	\$ 161.78	\$ 159.11	\$ 128.35	\$ 284.45	\$ 226.89	\$ 164.95	\$ 291.43	
							\$200 for 1-Day \$375 for Both Days	\$200 for 1-Day, \$250 for 1.5-Days	\$200 for 1-Day CAC + \$250 CADS		

GEMT – J. Ewers - September 1, 2020, DHS INFORMATIONAL LETTER NO. 2160-MC-FFS went out to all Medicare Provider List.

EMS-Day-On-the Hill/Service Directors Roundtable – M. McCulloch

- February 3rd, 2021 -- WDM Hilton Garden Inn and the Capitol Rotunda Reserved -- Discussion – Move it to the Event Center and use the Annual Conference Cancellation Fee to pay for it AND add to this event the HOO Ceremony, the IEMSA Awards Ceremony, Scholarship Presentations. See suggested information attached. We'll wait on this decision until after we find out about the final negotiations

Annual Conference— November 12-14, 2020 - Katy Thornton

- Cancellations of the Conference – Partnered with WEMSA – As of Early Friday there were 18 registrants identified as IEMSA Members. IEMSA members receive member pricing from WEMSA as verified IEMSA Member. IEMSA receives a 30% revenue share of those registrations on December 20, 2020 from WEMSA.
 - Iowa Event Center –
 - Contract Cancellation Penalty Update
 - We do NOT have a contract for 2021 yet—Doug Wolfberg suggested Majure Clause language changes before we sign.
 - Hilton Hotel Contract Cancellation – no penalty for 2020 cancellation. 2021 contract is signed and in place.
 - Comfort Inn and Holiday Inn notified and no cancellation fee – moved blocks to 2021 dates.
 - CCP Workshop –
 - Planned and Scheduled for Friday, February 19, 2021 at Kirkland College.
 - Speakers all notified -- U of Iowa Doctors on Program
 - Will offer is as Virtual and In-person with a 40-person limit of in-person.
 - Credits will be through EICC.
 - Registration and Email Open and Email went to full Iowa EMS Statewide List

Speakers – A. Meader – Speakers notified of Cancellation – asked to save date for 2021

Awards – T. Summitt -

- **Deadline Extended** to October 1, 2020
- **Applications in for:**
 - Career EMS Individual Provider of the Year
 - (2) Volunteer EMS Individual Provider of the Year
 - EMS Career Service of the Year
 - Dispatcher of the Year
- **Missing Applications** for we do have some previous nominations for these if you want to pull from those:
 - Legislator of the Year – M. Sachen is working on this
 - EMS Physician of the Year
 - Volunteer EMS Service of the Year
 - Instructor of the Year
- **Discussion on when to do the Awards Ceremony for 2020** - Combine with Scholarship Awards and HOO and do it in September with a Service Directors Roundtable and SD/MD Workshop by BETS? Decision for this will be made once we know if the Event Center penalty will allow us to do anything in-person. Possibly add the IEMSA Awards, Scholarships Awards and HOO to the Memorial Ceremony in May instead of doing it in September. September is too close to the November conference. All is based on

Entertainment –A. Ney -- Johnny Holm Band contacted to cancel and move to 2021. That signed agreement has been received.

Exhibit Hall – A. Gehrke - Finalizing opportunity for a Virtual Exhibit Hall with WEMSA.

Honoring Our Own – T. Summitt -- Discussion on when to do this ceremony. Possibly combine with Awards/Scholarship etc. in September 2021.

EMSAC – L. Frederiksen/ J. Messerole -- haven't met at all. Had a quick update on rule changes on a zoom meeting. We're all up-to-date.

Membership –

AFFILIATE Membership Report as	Sep 19 2019	13-Sep-20
Affiliate Membership Level 1	31	17
Affiliate Membership Level 2	78	77
Affiliate Membership Level 3	45	39
Affiliate Membership Level 4	20	21
TOTAL Affiliate Training Centers	12	9
TOTAL Affiliate Members	186	163
Individual Members	1050	1040
Student Members	294	255
Retired Members	7	5
Total Individual Members	1351	1300
By Corporate Level	19-Sep-19	13-Sep-20
Platinum	3	Still Renewing
Gold	24	2 (still renewing)
Silver	0	Still Renewing
Total Corporate Members	27	0
Total Members	1564	1463

Marketing/Merchandise/Web – N. Seivert --possibly consider an online store for items.

EMS Week/Memorial-- M. McCulloch &/or Katy Thornton - May 15th, 2021. Possibly combine the HOO, IEMSA Awards and Scholarship Presentations with this event and do it at the event center.

2021 Leadership Academy Fall – J. Jorgensen – Date TBD

Voice – S. Solt --Issue 2/2020 in works. Cancelled Conference – Renewing Corporates and collecting Corporate Ads.

Scholarships – B. Rechkemmer – Extended Deadline to October 1 – we have 5 applications in to date.

Community Paramedicine/MHC – L. Frederiksen - next meeting is November and identified all 2021 meetings by Zoom. Rebecca Curtiss and Steve Mercer are not able to attend and have assigned Brad Van De Lune to attend. Lots of work being done to prepare for November Meeting.

Allied Entities:

IPOST Task Force - Jerry Ewers --Have not met the entire year for 2020

NAEMT – Affiliate Meeting was a good meeting. Really pushing to make sure EMS is involved in the healthcare coalitions in DC. To make sure our voice is heard and resources allocated to EMS.

Adjourn -- 2:33p -- Motion to adjourn – Spencer Armstrong, Katy Hill 2nd Motion. All Aye. Motion Carries.

Exhibit A:

Proposed September Event moved out to September! If Mark Sachen can negotiate the extension of the date to use the penalty money to September (right now we'd need to use it before June) we'd need to use the penalty money from the Event Center – this would be a great use event to use those funds for—combining several events into one.—decided we need to wait for the event center decision to move forward on anything. And COVID will dictate as well.

2021 Events February or September for Discussion about the events cancelled, as a result of, the Conference Cancellation and move to WEMSA. These events need to be addressed somehow.

- Honoring Our Own (HOO)
- IEMSA 2020 Awards Ceremony,
- 2020 Scholarship Awards,
- Service Directors Networking Conference, (this is a benefit of Affiliate Membership that our members lose without an annual conference)
- Service Directors/Medical Directors Workshop – Presented by IDPH/BETS?
- Mark is not optimistic at all about February happening due to COVID.
- **Note from Tom:** I have spoken to Mark tonight and he and I feel that if this doesn't happen in February we might as well forget it. We think it would be too close to November 2021 and actually take away from it. We can always add to HOO in November (less frames per decedent and speed the video up) I am still undecided about the Awards.....

Member's Name	Area of Responsibility	Initials/Proxy
Armstrong, Spencer	North Central Region	Present
Carl Ginapp	North Central Region	Absent
Sachen, Mark	North Central Region	Present
Gehrke, Amy	Northeast Region	Present
Morgan, Rick	Northeast Region	Present
Andy Ney	Northeast Region	Present
Jorgensen, John	Northwest Region	Absent
OPEN	Northwest Region	
Foltz, Tracy	Northwest Region	Present by Proxy – B. Rechkemmer
Coburn, Ryan	South Central Region	Absent
Thornton, Katy	South Central Region	Present
McCulloch, Mark	South Central Region	Present by Proxy – K. Thornton
Frederiksen, Linda	Southeast Region	Present
Alisa Meader	Southeast Region	Present by Proxy – D. Brus
Summitt, Tom	Southeast Region	Present by M. Sachen
Solt, Sarah	Southwest Region	Present
OPEN	Southwest Region	
Seivert, Nella	Southwest Region	Present
Brus, Dawn	At-Large	Present
Ewers, Jerry	At-Large	Present
Smith, Brandon	At-Large/Treasurer	Absent
Jamie Temple	Education	Present
Rechkemmer, Brian	Education	Present
Dr. Christopher Hill	Medical Director	Absent
Guest(s): Rebecca Curtiss-Present, Eric Goranson- Present		
Arndt, Lisa	Office Manager	Present

Do we still do these two items on February 3rd -right now my understanding is there are NO EVENTS in the ROTUNDA. Should we do these by the Annual Meeting Zoom –Board Only:

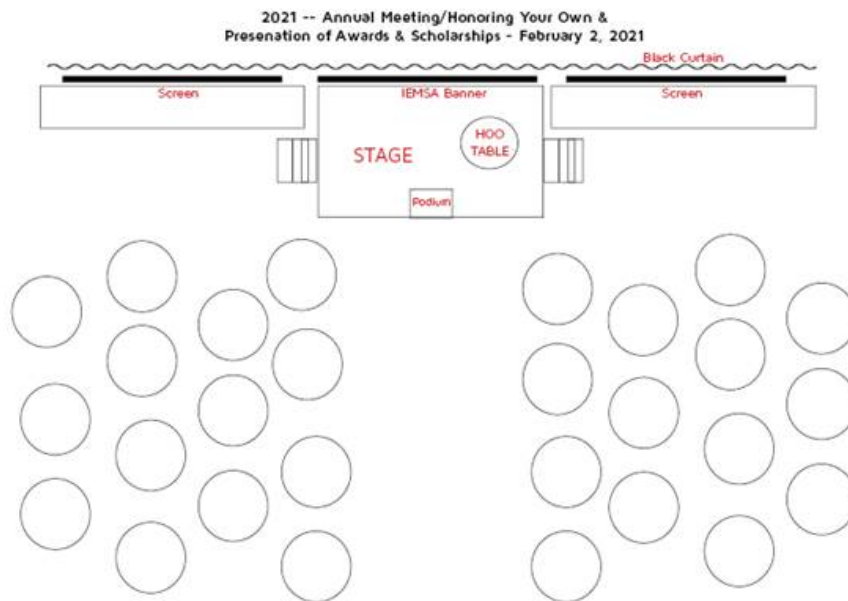
- the EMS Day on the Hill down at the Rotunda – AM Feb 3rd.
- the Annual Member Meeting would also stay on the 3rd of February (bylaws) – we'd do the Annual Meeting ONLINE as a ZOOM meeting –with ONLY the Board Present and membership attending virtually.

So, if that is something you think would work. A September event for HOO/Awards/Scholarships/Service Directors Conference date will depend on availability of the event center –to be determined after Mark tries to negotiate the fee and the extension of time. Note holding the SD Networking Conference to September brings in some (just a little if they aren't affiliate members, or if they become members so they can attend that helps membership) income and fulfills the leadership educational event benefit to our affiliate member.

Also, we thought offering the IDPH/BETS Service Director/Medical Director Workshop as well –that would help attendance as well – but Chief Curtiss will know best if they think they will be released to teach this workshop in September.

Here's what that schedule would look like:

- Room Block at the Hilton
- Day 1 – Tuesday - February 2, 2021 – HILTON Anticipate this will run us \$2,500
 - 10-3pm Strategy Meeting with Lunch
 - 6 Rounds
 - 6p – 9p Honoring Our Own/Presentation of IEMSA Awards & Scholarships – EVENT CENTER – Anticipate this will run us \$14,000-\$16,000
 - 5p – 6p – Dinner
 - 6-7pm –Presentation of 2020 IEMSA Awards and Scholarships
 - 7-8p --- Honoring Your Own Ceremony
 - 8-9p -- Outgoing Board Member Recognitions
 - Here is a visual layout –visualize a similar set up – possibly even the same rooms at the event center that we hold our Awards Ceremony Lunch in.



- Day 2 – Wednesday – February 3, 2021 — EVENT CENTER (when we did this meeting in 2018 our cost for this part was \$10,000 including bus etc.)
 - 9:00am – 3:15pm - Service Directors/Medical Directors Networking Event --Lunch Included
 - We'd need one conference room-set in 8ft rounds with a Head Table (for the Panel Discussion Time,) Screen, Lav Mic, AV Cart/Podium for a conference schedule that will include a roundtable discussion.
 - 8-11:30p -- Service Directors/Medical Directors Workshop – IDPH/BETS Staff
 - 11:30p – 12:30p – Lunch (continue Roundtable into Lunch?)
 - 12:30p-2:30p-- Services Directors Roundtable - (McCulloch, Sachen + IEMSA Board Members?)
 - 2:30p-3pm – Legislative Update – Eric Goranson, Mark Sachen, Mark McCulloch
 - 3p-4:30p-- Medical Directors Panel Discussion (Dr. Anthony Carter? Dr. Stilley? + Dr. Hill?)

